

***COMMUNITY DEVELOPMENT BLOCK GRANT
RECOVERY WORKFORCE TRAINING PROGRAM
AMENDMENTS TO
REQUEST FOR PROPOSALS***

*A Collaborative of
The Louisiana Recovery Authority
The Louisiana Workforce Commission
The Louisiana Office of Community Development, Division of Administration*

PROPOSALS DUE BY:

November 28, 2006

5:00 P.M. CST

(late submissions will not be accepted)

Mail or deliver 1 original with signatures and 5 copies of proposals to:

Louisiana Workforce Commission

224 Florida St., Ste. 301

Baton Rouge, LA 70801

(Electronic or facsimile copies will not be accepted.)

For further information, contact:

Carla Landry

Louisiana Workforce Commission

P.O. Box 94004

Baton Rouge, LA 70804 (225) 342-2462

Carla.Landry@la.gov

AMENDMENT #1

PAGE 2, PROPOSER'S CONFERENCE CALL AND CALENDAR OF EVENTS, IS CHANGED TO READ:

Community Development Block Grant Recovery Workforce Training Program

Proposer's Conference Call

Complete this form and FAX to 225-342-1494 by October 10, 2006

Potential proposers may participate in a proposer's conference call. The purpose of the conference call is to provide assistance to proposers who have questions or who are seeking further clarification on the criteria and process outlined in the request for proposals. The conference call is NOT mandatory; however, proposers are strongly encouraged to participate.

Two conference calls will be scheduled. Because of a limited number of phone lines, participants must register to receive information on how to access the call. Callers will have access to the first call on a first-come-first-served basis.

- **First Call: October 6, 2006, 1:30 p.m.**
- **Second Call: October 11, 2006, 1:30 p.m.**

Name:

Name of organization:

Phone:

Fax:

E-mail Address:

Calendar of Events

Advertise RFP and mail public announcements September 28, 2006

First Proposer's Conference Call **October 6, 2006**

Second Proposer's Conference Call **October 11, 2006**

Deadline for receiving proposer inquiries **October 16, 2006**

Issue responses to proposer inquiries **October 20, 2006**

Proposal submission deadline **November 28, 2006**

*late submissions will not be accepted

Although impromptu questions will be permitted and spontaneous answers will be provided during the conference call, the only official answer or position of the State will be stated in writing in response to written questions. Therefore, proposers should submit all questions in writing (even if an answer has already been given to an oral question). After the conference call, questions will be researched, and the official response will be distributed in writing and/or posted on the Internet.

AMENDMENT #2:
PAGE 4, OVERVIEW OF COMMUNITY DEVELOPMENT BLOCK GRANT
RECOVERY WORKFORCE TRAINING PROGRAM, FINAL PARAGRAPH; IS
CHANGED TO READ:

Extra points may be given to proposals that include programs that address the needs of underserved populations. Underserved populations include, but are not limited to, high school students not planning to go to college, out-of-school youth, offenders, homeless youth, adjudicated youth, pregnant teens, single parent and displaced homemakers, persons with disabilities, adults with limited English proficiency, and low-literate adults. Including underserved populations accomplishes two things: 1) it helps to meet the extreme workforce demand by placing more workers into the “supply pipeline”; and 2) it provides opportunities for the target populations.

AMENDMENT #3:
PAGES 6 AND 7, ALLOWABLE ACTIVITIES/USE OF FUNDS, IS CHANGED TO
READ:

The Workforce Commission will award contracts, through a competitive process, to high quality proposals that demonstrate a demand-driven, sector-based training program that includes comprehensive strategies for recruiting, training, hiring, and retaining a skilled and productive workforce tailored to the needs of the impacted regions and the recovery sectors. Proposals may also include capacity building efforts to sustain or augment sector-based initiatives. Funds must be used to supplement and not supplant other Federal and State funds. As a guideline, contractors may use funds for the following activities/expenses:

- Planning and facilitation of the sector-based initiative
- Activities to coordinate services provided to individuals
- Marketing and outreach activities for recruitment purposes, including outreach to displaced populations from the hurricane-impacted region.
- Screening and skills assessment of individuals
- Training, instruction, and certification of individuals
- Software, equipment, and instructional materials for training and educational purposes
- Tuition, books, and supplies for individuals
- Educational support services, such as counseling and tutoring
- Other support services that assist individuals in their workforce training and preparation, such as transportation, housing, childcare
- Stipends paid to participants during the training period for up to 90 days
- Staff development activities for instructional staff (certification training, etc.)
- Job placement activities
- Job retention activities
- Administrative functions (no more than 10% of the total proposed budget may be used for administrative functions)

Contractor shall not use funds for the following:

- Entertainment, including amusement, diversion, and social activities; food and alcohol associated with parties or socials, meals, lodging, transportation, and gratuities associated with entertainment.

- Purchase of land and buildings and costs of new construction, renovation, or capital improvements to existing facilities
- Pre-award costs, including preparation of the grant proposal
- Donations and Contributions including cash, services, or property
- Fund raising activities
- Lobbying
- Any items restricted under federal cost principles as stated in applicable OMB Circulars A-21 (for Educational Institutions), A-87 (for State, Local, and Indian Tribal Governments), and A-122 (for Non-profit Organizations).

Contracts will be executed between the Louisiana Workforce Commission and successful proposers. The Louisiana Workforce Commission shall make no payments to contractors for services that may be rendered until contracts have been approved by the Office of the Governor, and the Office of Contractual Review.

AMENDMENT #4:

PAGE 10, CRITERION #3, FIRST PARAGRAPH, IS CHANGED TO READ:

- 3. Strength and breadth of collaboration, and coordination of services and resources (0-20 points):** Collaborative alliances should include employer or industry partners, a workforce intermediary, training providers, support service providers, and a fiscal agent. Proposals should demonstrate that, at a minimum, one employer partner (or an industry association) and a workforce intermediary collaborated in the planning and design of the program. Alliances should be as inclusive as possible of all employers and/or industry associations in the identified sector, and all partners should have a definitive role. All parties should demonstrate an ongoing involvement in the project. **Training and service providers should have a proven track record of providing services, and should be able to demonstrate experience producing positive outcomes of job placement in high wage jobs and/or outcomes in literacy and numeracy skills gains.** Collaborative alliances should be formed in a way that promotes sustainability of the program, and systemic change. The components of the training program (recruitment, assessment, skills training, placement, etc.) should be coordinated in a way that eliminates “bottlenecks” in the system. Support services that are necessary to assist individuals while in training should be coordinated in the most efficient way possible for easy access by participants. Alliances should seek to use resources other than CDBG funds in strategic ways to provide services to individuals. Resources should be coordinated in a way that maximizes the use of all funds. Proposers should include the following in the proposal:

AMENDMENT #5:

PAGE 12, ADDITIONAL CRITERION, FIRST PARAGRAPH, IS CHANGED TO READ:

Up to 15 extra points may be assigned to proposals that include a plan for serving individuals from underserved populations including, but not limited to, high school students not planning to go to college, out-of-school youth, offenders, low-literate adults, pregnant teens, adjudicated youth, single parents and displaced homemakers, **persons with disabilities**, adults with limited English proficiency and homeless youth. Plans should be aligned with the goals, objective, and outcomes of the program, and should help to meet the extreme workforce demands of the recovery sectors in hurricane impacted regions by increasing the workforce supply “pipeline”.

At the same time, plan should be designed to build capacity for serving the target populations.

AMENDMENT #6:

PAGE 13, PROPOSAL CHECKLIST, FIRST PARAGRAPH, IS CHANGED TO READ:

A *complete* original proposal including the signatures of the lead workforce intermediary and the fiscal agent, and *five (5) complete* copies, must be submitted to the Louisiana Workforce Commission by **5:00 p.m. on November 28, 2006**

AMENDMENT #7:

ADDITIONAL PAGE

Community Development Block Grant
Recovery Workforce Training Program
Request for Proposals

Notice of Intent to Propose

Fax form to 225-342-1494, or email information to Carla Landry at Carla.landry@la.gov

Name of collaborative/organization: _____

Email: _____

will be submitting a proposal for the:

Sector: ___ Advanced Manufacturing
 ___ Construction
 ___ Cultural Economy
 ___ Health Care
 ___ Oil & Gas
 ___ Transportation
 ___ Other (specify): _____

Region: ___ Entire Impacted Region
 ___ Rita Impacted Region
 ___ Katrina Impacted Region
 ___ Specific Impacted Parish(es) or cities – list

